

Rockville City Police Department

GENERAL ORDER



Subject RIDE ALONG PROGRAM		Procedure G.O. # 5 - 9
Authorizing Signature	Effective: 02-26-10 Revised: 03-21-18	Total Pages 4

I. POLICY

It is the policy and a goal of the Rockville City Police Department to continue to strive to improve communications between the police and the community. The citizen Ride-Along program is one method used in pursuit of this goal.

II. PURPOSE

Allowing citizens to Ride-Along with officers of the Rockville City Police Department enables the citizen to become better acquainted with the duties and responsibilities of the police. The purpose of this General Order is to provide guidelines for a safe and meaningful Ride-Along experience.

III. PROCEDURES

A. Eligibility

1. The following persons are eligible to participate in the Police Ride-Along Program with a completed Ride-Along application form:
 - a. City of Rockville residents eighteen (18) years of age or older.
 - b. Visiting law enforcement personnel.
 - c. City of Rockville employees.
 - d. An adult relative of an active Rockville City Police employee.
 - e. Professionals and students in the field of Criminal Justice and the Social Services.
 - f. Members of the news media and local government officials.
 - g. Adult participants in the Rockville City Police Civilian Academy.
 - h. Members of the Montgomery County Fire Rescue Department.
2. The Chief of Police may authorize participation by any individual who does not fall within the eligibility requirements if it is determined that participation in the Ride-Along program

would benefit both the individual and the Department.

- B. Prior to participation, a Ride-Along candidate must complete the Ride-Along application in its entirety.
- C. Participation in this program is restricted to once every six months unless otherwise approved by the Chief of Police or designee.
- D. An Incident report will be initiated regarding any injury to a Ride-Along participant and the on-duty supervisor will be advised as soon as practical.

IV. ADMINISTRATIVE PROCEDURES

A. Applications

- 1. Applications can be found on the Police Department's web page or can be obtained from the report forms mailbox or the Public Safety Communications Center.
- 2. Once completed, the form is forwarded to the Field Services Bureau Commander for review and approval.
- 3. Any Bureau Commander or Deputy Commander may approve Ride-Along applications.
- 4. The application will then be logged for recordation and tracking purposes.

B. Approval

- 1. Criminal history and wanted checks will be conducted on adults and juveniles prior to the ride-along.
 - a. For adults, Rockville City Police dispatchers will conduct the checks.
 - b. For juveniles, the Field Services Bureau Commander (or designee) will conduct a check with Montgomery County Family Crimes Division.
- 2. Whenever it is determined that a ride-along applicant has a criminal history, the application will be forwarded to the Field Services Bureau Commander for review.
- 3. The Chief of Police or the Field Services Bureau Commander will have the final authority to approve/deny the application.
- 4. If approved, the host officer will be advised of the nature of the criminal history prior to the start of the ride-along.

5. The ride-along applicant must present valid identification to the host officer prior to commencing the ride-along.

B. Assignment

1. The approved application will be forwarded to a Team Supervisor for assignment.
2. It is the responsibility of the Team Supervisor to contact the applicant to schedule a mutually convenient date and time. During this contact, the team Supervisor will discuss with the applicant the purpose of the ride-along, the time and duration determined for the ride-along. In the event that the ride-along is for a college course, it may be agreed between the team Supervisor and the applicant that an interview would suffice to meet the needs of the college assignment and should make efforts to accommodate it.
3. The Chief of Police, Field Services Bureau Commander or Watch Commanders may reschedule or modify the date and/or time of any approved Ride-Along.
4. Upon completion of the Ride-Along, the application will be returned to the Field Services Bureau Commander for filing. Team Supervisors will ensure that the form reflects the correct date and time and the name of the police officer conducting the Ride-Along.

V. BRIEFING OF THE RIDE-ALONG PARTICIPANT

- A. Prior to the beginning of the Ride-Along the host officer will conduct a brief orientation which should include the following:
 1. Safety equipment orientation
 - a. Fire extinguisher, flares, fire blanket, etc.
 2. Police radio use protocol
 - a. Proper use of the police radio in the event the Ride-Along must use it.
 3. Ride-Along safety protocol
 - a. The Ride-Along will remain in the police vehicle unless permission is granted for him/her to accompany the officer.
 - b. Ride-Along participants must use seat belts at all times.
 - c. Certain police calls (including priority responses) are considered inherently dangerous and the Ride-Along may be dropped off at a safe place. After the call is completed, the officer will ensure that the Ride-Along is retrieved.

4. On the scene protocol

Questions concerning a specific incident may be discussed after it has been completed.

5. Ride-Along identification card

All Ride-Alongs will wear the identification card provided to them by the officer for the entire time he/she rides. The card shall be prominently displayed on an outside garment, on the right front chest. The identification card will be returned to the officer at the completion of the ride along.

B. Ride-Along participants will not

1. Enter any person's home while participating in the ride-along unless the host officer has asked and has been granted express permission from the homeowner/occupant to allow the ride-along participant entry.
2. Interfere in any way with the officer's handling of a situation.
3. Accompany an officer during a vehicular pursuit.
4. Photograph, videotape, or record any portion of the ride-along.